

COMMISSIONERS APPROVAL

ROKOSCH

GRANDSTAFF

THOMPSON

CHILCOTT

DRISCOLL

PLETTENBERG (Clerk & Recorder)

Members Present.....Commissioner Jim Rokosch,
Commissioner Carlotta Grandstaff, Commissioner Alan Thompson, Commissioner Greg
Chilcott and Commissioner Kathleen Driscoll

Date.....June 25, 2007

Minutes: Glenda Wiles

The Board met for a Board re-organization due to a full five Commissioners being in session since the swearing in ceremony on June 13th.

Commissioner Grandstaff made a motion to nominate Commissioner Rokosch as Chairman. Commissioner Driscoll seconded the motion. Discussion of the motion then took place. Commissioner Thompson stated traditionally a Commissioner that has served two or three years will have the opportunity to serve as Chairman. He stated he did not think appointing a new person would be very wise as the Chairman needs experience as a previous Commissioner. Commissioners Grandstaff, Driscoll, and Rokosch voted 'aye'. Commissioner Thompson and Commissioner Chilcott voted 'nay'.

Commissioner Driscoll nominated Commissioner Grandstaff to Vice Chairman. Commissioner Grandstaff seconded. No discussion. Commissioners Rokosch, Grandstaff, Driscoll, and Commissioner Chilcott voted "aye". Commissioner Thompson voted 'nay'.

Commissioner Rokosch also discussed the operating procedures the Board utilizes. The most common procedures for Boards and groups are the Parliamentary and Roberts Rules of Order for Large and Small Groups. (12 Members and under is considered small boards). Small boards have some flexibility; in that the members remain seated during discussion, members are equal, the Chairman moves the operations forward, and the Chair can fully participate, make motions and second the motions. Under small boards a second is not required, but he suggested they continue having a motion seconded prior to

the discussion and vote taken. Informal discussion can also occur without a motion on the floor.

Commissioner Chilcott stated he feels it is important to have a motion and second. The reason is if a long debate or discussion is going to occur, a second lends merit to the motion. The other Board members concurred. Commissioner Chilcott stated there are some meeting procedures adopted in the past such as a standard format for public hearings that planning put together. Commissioner Rokosch noted the standards within the Subdivision Regulations for public hearings. He agreed the public needs to respect Board deliberation as long as the public retains their right to speak. Commissioner Chilcott stated the public participation is important as is a time for public comment and Board deliberation so business can move forward. Commissioner Rokosch agreed there needs to be a balance of information and discussion.

Board appointments were then discussed:

- In regard to the Airport Board there is currently no sitting Commissioner. Commissioner Driscoll stated she will attend those meetings as time is available, acting as a 'casual liaison'.
- In regard to the Board of Adjustments; the Montana Statute does not allow a Commissioner to sit on this Board. Civil Counsel Alex Beal suggested not even having a casual liaison.
- In regard to the Animal Control Advisory Board, Commissioner Thompson noted this Board was a limited life Board in order to come up with the Animal Control Ordinance. That Ordinance has now been established and the Commissioners need to decide if this Board should exist. Commissioner Driscoll felt this was an important board and they should continue working on the issues of animal control.
- In regard to the Human Resource Board, Commissioner Thompson currently serves on the Human Resource Board both locally and in Missoula due to Ravalli County being part of the three counties for the Human Resource Council. Commissioner Grandstaff stated she has an interest in this for the 'sliding scale clinic'. Commissioner Thompson stated they have been working on this type of clinic and hopes this comes to fruition. Commissioner Driscoll noted she too has interest in this since she has been working on mental health issues for the past fifteen years. The Board concurred that Commissioner Thompson should continue to serve on this board and the Mental Health/CDC. Commissioner Grandstaff and Driscoll can assist him when needed.
- In regard to the Economic Development Authority, currently Commissioner Chilcott serves on this board as a liaison. The Commissioners are not voting members. He has served since January 2007 and would like to continue to serve on the board. Commissioner Rokosch noted since the Commissioner is not a voting member there should be no problems if two Commissioners attend these meetings. Commissioner Driscoll stated she has some interest in this board since she owned a business for over 25-years. Commissioner Rokosch also noted he has a strong interest particularly in regard to diversification within the local economy. Commissioner Grandstaff suggested Commissioner Chilcott continue

serving on this board and Commissioners Driscoll and Rokosch could attend in order to keep abreast of the issues. It was also agreed that Commissioners Rokosch and Driscoll will rotate their attendance so there is not a quorum of Commissioners present.

- In regard to the Fair Commission (Fair and Civic Center Commission), Commissioner Grandstaff attended last weeks meeting and offered to serve on this Commission. The members concurred.
- In regard to the Board of Health, Commissioner Grandstaff attended the last meeting and has served on this board in the past. She stated she would be interested in serving on this board. The members concurred.
- In regard to the Open Lands Board there are no sitting Commissioners on this board. All Commissioners expressed interest in this board and agreed that Commissioner Rokosch could attend as a liaison. If more than one Commissioner attends, the calendar will reflect that attendance.
- In regard to the Park Board, Commissioner Thompson has served on this board for the past several years. He stated this board has grown and meets monthly. Commissioner Driscoll stated she would like to sit on this board if Commissioner Thompson does not want to serve anymore. Commissioner Chilcott noted with Commissioner Thompson's attendance this board has grown considerably in their work. Commissioner Thompson stated since he has served for the past 8 ½ years he would have no problem if someone else serves now. It was agreed that Commissioner Driscoll will serve on this board.
- In regard to the Right to Farm and Ranch Board, there is no Commissioner that sits on this board. It was agreed Commissioner Rokosch will serve as a liaison to this board.
- In regard to the Salary Compensation Board, the Board asked Civil Counsel how five Commissioners will serve on this Board since the MCA requires three as voting members. Alex will check on this.
- In regard to the Tax Appeals Board there are no Commissioners that sit on this board. Some years they do not even meet. No one will serve as a liaison.
- In regard to the Veterans Burial, Commissioner Driscoll noted it is important that she represent the local veterans.

Due to the time, Commissioner Chilcott made a motion to continue this Board re-organization until the next meeting is completed. Commissioner Driscoll seconded the motion and all voted "aye".

The Board met to open the proposals for the Courthouse roofing. Four proposals were received from the Request for Proposals that Glenda sent out by legal notice and to numerous contractors in the area. Bids received were as follows:

- Jardina Roofing; certificate of liability, certification, registration, and insurance paper work was in order with a bid of \$144,940
- Summitt Roofing; all the paperwork was in order with three different bids received: \$124,867 to remove the existing roof and install a 60 mill membrane system with 2-year warranty with extra costs for more warrant years; \$133,865 and 80 mill membrane; \$104,632 to install over existing roof a 60 mill.

- Montana Roof Man; all the paperwork was in order with a bid of \$95,500.00 which met the Request for Proposal for the removal and inspection of the existing roof and proper warranty coverage.
- Smith Roofing; all of the paperwork was in order with a bid at \$78,332. This did not include the current roof tear off and did not meet the required warranty period.

Commissioner Thompson made a motion to have Brian Jameson review these bids making a recommendation of award on Wednesday. Commissioner Chilcott seconded the motion and all voted “aye”.

Owner of Smith Roofing was present and noted any and all bids can be accepted or rejected. He suggested they review the warranty periods with the comprehensive type of warranty. He noted his bid is only a 20-year warranty but it includes the contents of the building. A 25-year warranty is asking for a lot and the bid price will include that.

Brian will make those comparisons bringing the information back to the Commissioners. Since Commissioners Thompson and Chilcott will be at other meetings on Wednesday, Brian will contact them during the first part of the week and make them aware of the bid comparison so they can feel comfortable with Brian’s recommendation for the Wednesday bid award.

In other business, Glenda noted the signature name plate cannot be changed prior to Friday’s check run for payroll and invoices owed by the County. Commissioner Driscoll made a motion to allow Commissioner Chilcott’s name plate to stay for payroll this Friday and possibly the claim run the first part of July. Commissioner Grandstaff seconded the motion and all voted “aye”. The correct name plate should arrive shortly and it will reflect Chairman James Rokosch’s signature.

Brian also brought up the issue of employee parking. The employees are not utilizing the parking lot. Rather they are utilizing the areas that are relegated to the citizens. The Board concurred Brian should bring a parking proposal to them for review and decision.

The Board met to open the Request for Proposals (RFP) for the professional planning proposals. This proposal is to create a qualified pool of applicants for subdivision that are party to the Lords et al settlement agreement. Planning Director Karen Hughes was present for this meeting noting the staff and one Commissioner will be making a recommendation of the consultant’s pool for planners. Proposals were as follows:

- Applied Communications of Whitefish bid for the three subdivision development review and consulting services. References, scope of services etc. were included at \$6,884.25 for Legacy Subdivision; Hawkes Landing at \$4,880
- WWC Engineering in Helena included a schedule of charges per hour. Hawkes Landing at \$14,334; Flat Iron at \$19,890 Legacy at \$24,158
- WGM bid Legacy at \$30,015
- WGM bid Hawkes Landing at \$24,395
- Ron Ewart of Eli & Associates did not bid on the three specific subdivisions but noted his base rate is \$35.00 per hour plus mileage, breaking down the needed

hours for each process. Surveying at \$70.00 per hour with crews at \$110.00 per hour.

Commissioner Chilcott made a motion to have the Planning Director review these proposals and have one member of Planning, Civil Counsel and one Commissioner to make this review and recommendation for award. It was agreed Commissioners Chilcott and Grandstaff will sit on this review panel. Commissioner Chilcott made a motion to award the proposals on July 3rd at 2:00 p.m. Commissioner Thompson seconded the motion and all voted “aye”.

In other business, Commissioner Chilcott attended union negotiations for the Road Department.

The Board reconvened to discuss their board appointments. Civil Counsel Alex Beal noted he reviewed the statutes and all five Commissioners will sit on this board.

- In regard to the JSEC (Job Service Employment Committee), Commissioner Driscoll stated she would like to serve on this committee. The board concurred.
- In regard to the Weed Board, there are no Commissioners that sit on this board. Commissioner Grandstaff stated she would like to be the liaison on this board and Commissioner Rokosch indicated he could attend meetings if Commissioner Grandstaff was not available.
- In regard to the Trapper Creek Board, Commissioner Thompson noted the south valley Commissioner has always served on this board. He stated he does not attend this board on a regular basis due to other commitments. Commissioner Grandstaff will serve on this board.
- In regard to the Citizen Advisory Committee (CAC)/Highway 93 Board, Commissioner Thompson has served in this capacity for several years. There are some contentious issues due to the highway expansion and zoning for the highway corridor. Commissioner Driscoll will serve in this capacity.
- In regard to the Juvenile Detention Board, Commissioner Thompson has served on this board for several years. Annual and bi-annual grants are dealt with. He indicated he would like to continue to serve on this board. Commissioner Thompson will continue to serve on this board.
- In regard to the Aging Area Services (Western Montana Aging Services) and Council on Aging Board, Commissioner Thompson served on this in the past, but Commissioner Lund and Lyons served most recently. Commissioner Driscoll will serve on this board.
- In regard to the county representative for the Hamilton City Planning Board, Commissioner Grandstaff offered to serve on this board as the county representative.
- In regard to the Planning Board, there are no Commissioners that sit on the Planning Board due to the ex-parte communication and quasi judicial role of the Commissioners. Planning Board Member Ben Hillicoss noted he has some suggestions for efficiency allowing the subdivisions to be placed at the beginning of the meetings so the citizens can be heard first, then policy decisions at the end of the meetings whereby the Commissioners could attend

if they so chose. Commissioner Rokosch suggested the Planning Board Chairman and Planning Director address any efficiency changes prior to the Commissioners requesting any changes. Commissioner Thompson suggested they visit with Civil Counsel prior to any discussion of changes. Commissioner Rokosch indicated he has an interest in being the liaison for this board. The Board concurred.

- In regard to the Planning and Zoning Board, the statute requires the Commissioners to sit on this Board. They will ask Alex if all five Commissioners should attend.
- In regard to the 9-1-1 Advisory Board, Commissioner Grandstaff will serve on this board.
- In regard to the LEPC (Local Emergency Preparedness Committee), Commissioner Chilcott has served on this board. It was agreed to wait until Commissioner Chilcott is present for discussion on this board and the ones that follow.
- In regard to BREDD (Bitterroot Economic Development, Commissioner Chilcott currently sits on this board.
- District (Missoula, Mineral and Ravalli County), Commissioner Chilcott currently sits on this board.
- In regard to MR. TMA, Commissioner Chilcott currently sits on this board.
- Transportation Advisory Committee (TAC), Commissioner Chilcott currently serves on this board.
- In regard to RC & D (Resource Conservation District) Commissioner Chilcott currently serves on this committee.
- In regard to the Rocky Mountain Community Liaison Group, Commissioner Chilcott currently serves on this committee. It was decided that Commissioner Grandstaff will serve on this Board.

For state and federal Boards the following boards were discussed:

- In regard to National Public Lands Committee (Forest Counties) Commissioner Thompson has been appointed
- In regard to Western Interstate Region (WIR), Commissioner Thompson sits on this board with his membership to the Public Lands.
- In regard to the Urban Lands Committee, Commissioner Chilcott has been appointed
- In regard to the JPIA Executive Board, Commissioner Chilcott has been appointed.

In other business, Commissioner Thompson advised the newly Commissioners the next time they meet with County Attorney George Corn to discuss removing him from Office, he should be invited. As he learned of this meeting it was upsetting to him as the only people that should be able to remove him from office would be the voting citizens or a Judge. Commissioners Driscoll Grandstaff and Rokosch advised Commissioner Thompson when this issue was brought up by George Corn they immediately stated they would not discuss this issue because Commissioner Thompson should be present for this type of discussion. Commissioner Grandstaff also noted they did not call that particular

meeting nor did they bring up this issue, and if Commissioner Thompson has any concern he should address this issue with County Attorney George Corn.

The Board met to discuss the MCA requirements and board policy for appointing Advisory Boards. Commissioner Rokosch noted the Commissioners held a board re-organization earlier today in regard to the organization of the Commissioners and various boards and committees the Commissioners sit on. Commissioner Rokosch stated his concern is how people are appointed by statute or by Board policy. He felt the possibility of developing a policy bears some discussion.

Discussion included developing a table showing how each board is authorized and how many members are appointed, or to discuss each board individually and see which boards they might want to do more work on.

Commissioner Rokosch called for public comment. Marilyn Saunders asked if the State already has a chart on what boards should be developed. Glenda and Commissioner Thompson indicated they have never seen such a chart. The MCA allows the Commissioners to establish advisory boards and the MCA is very explicit in what boards are required and what the requirements are.

Commissioner Thompson asked if the new Board Members want to reconstitute the existing boards. Commissioner Driscoll and Rokosch indicated they simply want to look at the boards and the make up and possibly develop criteria for selection. Commissioner Rokosch indicated he has received a number of public complaints about certain board make ups. The development of a policy could be very beneficial for the citizens and the actual work of the boards.

Gail Knox stated she likes the idea of having background and criteria for boards.

Ben Hillicoss stated the county web addresses some of these boards.

Commissioner Driscoll stated it is important to maintain certain requirements and show professionalism for those citizens who serve on the boards.

Pam Merwin stated it is important to have a cross section of citizens for board membership. In regard to the aquatic facility, there is not a cross section of the public and professionals. It was noted the aquatic facility (Park District No. 2) board members are elected, not appointed by the Commissioners.

Ben Hillicoss expressed concerns and had suggestions that are aimed at getting better feedback to the voters and general public. Ben suggested they move the agenda of the Planning Board to allow the citizen input first (they are usually there to voice their concerns over the proposed subdivisions). He also suggested the Planning Board address the major issues they are interested in first, which would allow a better understanding of the issues and help the citizens to keep their comments on the mark so to speak. This should help the public understand what the purposes of the meetings are. Commissioner

Thompson noted the President of the Planning Board can plan the agenda – thus the members have that control of the agenda by who they vote in as President. Ben indicated his comments are not just for the Planning Board but for other boards as well, such as the Commissioner meetings. Ben also suggested the announcements in the paper for the calendar are hard to understand as they do not fully disclose what the meeting is about. Glenda explained the software called Outlook their office utilizes. She noted the web page fully explains the meetings. Glenda will note on the outlook calendar that a full explanation of the meetings is available on the web and she will visit with the Information Technologies Department about other programs that are available.

John Meakin agreed with Ben's comment about the calendar.

Ben also felt the public does not always have a clear idea of what government does. The Planning Board is required to have an annual report of what they have done, but they have never done it. He suggested they put the quarterly reports or annual reports on the web or out to the public.

Ben felt the all boards should have a wide and balanced participation. Some boards like the Streamside Setback Committee are wide and balanced but the Planning Board is not.

Commissioner Driscoll agreed and stated the boards should mirror the citizens they serve.

Commissioner Rokosch felt it is important that a 'majority of interests' are not specifically served through these boards. Commissioner Driscoll also noted the public's perception is important, i.e., of serving special interests.

Ben noted he has heard comments from some Commissioners that they will not put someone on a board that has ever sued the county. 50% of those on the Planning Board are builders/realtors etc., but that group only represents 5% of the citizens.

Pam Merwin agreed boards should present quarterly reports to the Commissioners and the newspaper should run those reports. That would help the citizens know what is going on which will ultimately help the citizens give their input. She also felt the reports should be staggered so they don't hit the paper all at once.

John Meakin also suggested the boards present those reports to the Commissioners in a public hearing. Commissioner Grandstaff felt that was a good idea as some members of the various boards relayed to her they do not feel the Commissioners know what the Boards are doing.

Gail Knox suggested the report be done in a printed format so the public could pick them up.

Pam suggested they list what boards are elected and what boards are appointed.

Ben also suggested the Commissioners hold meetings outside of Hamilton which gives the public some closer contact. Commissioner Rokosch agreed they need to discuss public outreach and the tools necessary for that endeavor.

Commissioner Thompson stated he welcomes the opportunity to look at certain boards. He has had some frustration over what he hears citizens say in regard to the make up of the boards. He feels most boards are representative of the citizens. He also stated not everyone wants to participate in certain meetings and it is hard to find people who want to sit on the boards.

It was agreed that Glenda will work with the Chairman on the dates of discussion for these boards.

The Board discussed the representation from Attorneys Chronister and McCormick on the settlement agreement for Lords ET All. Commissioner Grandstaff made a motion to close the meeting for litigation strategy. Commissioner Driscoll seconded the motion. All voted "aye". The Board then went into a closed door meeting with a conference call with Attorney Chronister.

During the afternoon hours, Commissioner Rokosch attended a union negotiation for the Deputies and Commissioner Grandstaff attended a union negotiation for the 9-1-1 dispatchers.

Commissioner Chilcott attended a US 93 Corridor planning meeting with Planning Director Karen Hughes during the afternoon hours.